

Christine Joyce

11/3/08 (8)

From: Kelley Cronin [kelley@actonhousing.net]
Sent: Wednesday, October 29, 2008 9:44 AM
To: Christine Joyce
Subject: CPC Applications for 11/3 BOS Meeting

Christine-

There are three attachments, an application for Capital Funds, an application for Pre-development Funds and a Map and Concept Plan which goes with the Pre-development Fund application. I am leaving at 11 for a meeting in Cambridge and will not be in the office. If for some reason you need me regarding any of these documents please call my cell 617-592-4682.

Sincerely,

Kelley A. Cronin, Executive Director
Acton Housing Authority
P.O. BOX 681
Acton, MA 01720
978-263-5339
kelley@actonhousing.net

10/29/2008

PROJECT APPLICATION FORM – 2009

Applicant: Acton Housing Authority

Submission Date: November 10, 2008

Applicant's Address, Phone Number and Email

Purpose: (Please select all that apply)

68 Windsor Avenue, P.O. BOX 681
Acton, MA 01720
978-263-5339
Kelley@actonhousing.net

- ☐ Open Space
☒ Community Housing
☐ Historic Preservation
☐ Recreation

Town Committee (if applicable): Acton Housing Authority

Project Name: Capital Fund

Project Location/Address: 68 Windsor Avenue, Sachem Way, 27 Concord Road and scattered site condominiums in Acton, MA 01720

Amount Requested: \$150,000

Project Summary: In the space below, provide a brief summary of the project.

The Acton Housing Authority is requesting funds to assist with the preservation, support and rehabilitation of Acton's affordable rental housing stock. These funds will be used for capital improvement projects at property owned by the Acton Housing Authority (AHA).

The Community Preservation Committee reaffirmed the Town of Acton's commitment to using CPA funds "for the creation, preservation and support of community housing and for the rehabilitation or restoration... of community housing," in the 2009 Community Preservation Plan. The plan identifies the Acton Housing Authority and the Acton Community Housing Corporation as "the local agencies responsible for implementation of community housing projects."

The AHA has two developments for elderly and/or handicapped individuals; 68 units located on Windsor Avenue and 23 units located on Sachem Way. Both developments were constructed in the 1980's. The AHA has a 12 unit home for people with disabilities which was purchased in 1985 and built in 1900. The AHA also has 12 family units located at Sachem Way and 27 condominium units scattered through out Acton.

The majority of these units were built in the 1980's and the expected life of many of the building systems and components are coming to an end and will need to be replaced. The shingles on the roofs at both elderly complexes are beginning to lift and come off. The siding on our family units needs to be replaced.

The AHA would use the resources to replace roofs and siding at our State Aided Housing facilities. The AHA would also use the funds for other emergency capital needs that may occur over the two year period, for example, failed mechanical equipment like boilers and furnaces.

The AHA would prioritize the use of CPC funds for projects that there are no other feasible funding alternatives for. All of the projects would be used for the preservation, rehabilitation and/or restoration of community housing.

Estimated Date for Commencement of Project: May 2009

Estimated Date for Completion of Project: May 2011

PROJECT APPLICATION FORM – 2009

Applicant: Acton Housing Authority **Submission Date:** November 10, 2008

Applicant's Address, Phone Number and Email **Purpose: (Please select all that apply)**

Kelley Cronin, Executive Director

Acton Housing Authority, P.O. BOX 681

Acton, MA 01720 phone) 978-263-5339

kelley@actonhousing.net

- ☐ Open Space
- ☒ Community Housing
- ☐ Historic Preservation
- ☐ Recreation

Town Committee (if applicable): Acton Housing Authority

Project Name: Pre-development Funds

Project Location/Address: Sachem Way, Acton, MA 01720

Amount Requested: \$ 152,000

Project Summary: In the space below, provide a brief summary of the project.

In the 2009 Community Preservation Plan the CPC listed the following as a goal to address the housing needs in the community:

"Acquire, create, preserve and support community housing and rehabilitate or restore community housing that is acquired or created under the CPA. Give preference to the reuse of existing buildings and to the construction of new buildings on previously developed sites," and "Support the Acton Housing Authority's plan to increase the inventory of affordable rental housing for families by developing more units on existing AHA land and/or purchasing additional condominium units."

The Acton Housing Authority (AHA) is requesting \$152,000 for pre-development funds. The AHA seeks to construct new buildings, for affordable rental housing for families below 80% of median income, on our previously developed site located on Sachem Way in Acton (see map). The funds will be used towards pre-development costs, including feasibility analysis of the site, for the "creation... and support of community housing in the Town of Acton."

In 2006, the Town approved Community Preservation funds for resources to the AHA for a Planning and Feasibility Study. The AHA hired a development consultant and legal consultant to help determine the most cost effective way to assist the Town of Acton in its objectives (as stated in the Master Plan) to promote a range of economic diversity in housing, including low and moderate income housing, and to promote a range of choice in the types of homes to allow residents' changing capacities and preferences. The consultants were hired to provide the following scope of services:

- Analyze different institutional arrangements to carry out the proposed housing development.
- Conduct a feasibility review including looking at the regulatory environment, possible funding sources and preparing sample pro-formas.
- Design planning to include selecting two or three models as a starting basis for design recommendations, market analysis and zoning issues.

One result of this process was the determination that there is only one site readily available to the AHA for affordable housing development, our property on Sachem Way. The development consultant provided a pro-forma and pre-development budget for developing affordable housing at this location.

The AHA intends to use the remaining \$4,200 in unexpended CPC funds for the Planning and Feasibility Study to support this pre-development work, as envisioned under the original funding proposal. The funds will be used for the development consulting and feasibility analysis as described in the scope below and last year's application. The pre-development funds will be used by the AHA for architectural, engineering, legal, financial and development services, including but not limited to site planning, zoning analysis, civil engineering, environmental engineering, and development consulting.

Site Control:

The Acton Housing Authority owns a large parcel of land on Sachem Way. Currently there are approximately two acres of undeveloped, wooded land.

Project Scope:

General Pre-development costs:

<u>USE</u>	<u>COST</u>
Architectural and civil engineering	\$70,000
Architect and Civil Engineer to site adapt housing and make design Modifications, parking lots, drainage, trash location, etc.	
Survey and engineering	\$35,000
Site plan survey, topographic survey, boundaries	
Environmental engineering	\$7,000
21 E and Green Design	
Legal	\$15,000
Create limited liability entity, zoning and permit analysis	
Development/financial consulting	\$29,200
Assist with zoning and planning analysis, financing applications (\$4,200 of this cost will be covered by existing CPC funds)	
Staff Time	\$20,000
Acton Housing Authority staff time coordinating project (AHA will fund and is not included in the CPC request)	
TOTAL	\$176,200
CPC REQUEST	\$152,000

Cost Estimate:

\$176,200

Feasibility:

The AHA has site control of the property. Foresite Engineering conducted a percolation test (see attachment B) and found that there is on site septic capacity. Our housing consultants have analyzed and presented different development models used by Housing Authorities through out the Commonwealth and provided a report to the AHA. Our consultants have also presented the AHA with different institutional arrangements for housing development.

If for some reason, it is not feasible to develop this site, the AHA would like to use the CPC funds for pre-development work at another site or for the purchase of an additional affordable unit.

Maps:

See Map and Concept Plan Attachment

Photographs:

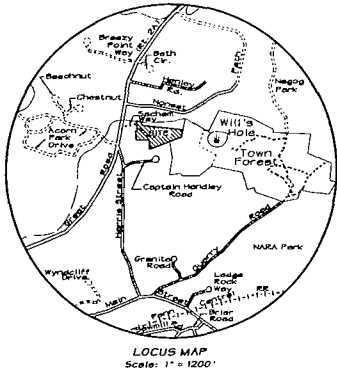
See Map and Concept Plan Attachment

Estimated Date for Commencement of Project: **May 2009**

Estimated Date for Completion of Project: **May 2013**

McCARTHY VILLAGE II

A PROPOSED COMPREHENSIVE PERMIT PROJECT UNDER MGL CHAPTER 40B



LOCUS PARCEL INFORMATION

McCARTHY VILLAGE - SACHEM WAY
ASSESSORS MAP C-5, PARCEL 10
ZONING CLASSIFICATION: RESIDENCE A (RA)

RECORD OWNER:

ACTON HOUSING AUTHORITY
60 WINDSOR AVENUE
ACTON, MASSACHUSETTS 01720

PLAN REFERENCES:

MIDDLESEX SOUTH DISTRICT REGISTRY OF DEEDS
PLAN NO. 1446 OF 1985
PLAN NO. 609 OF 1985

AREA

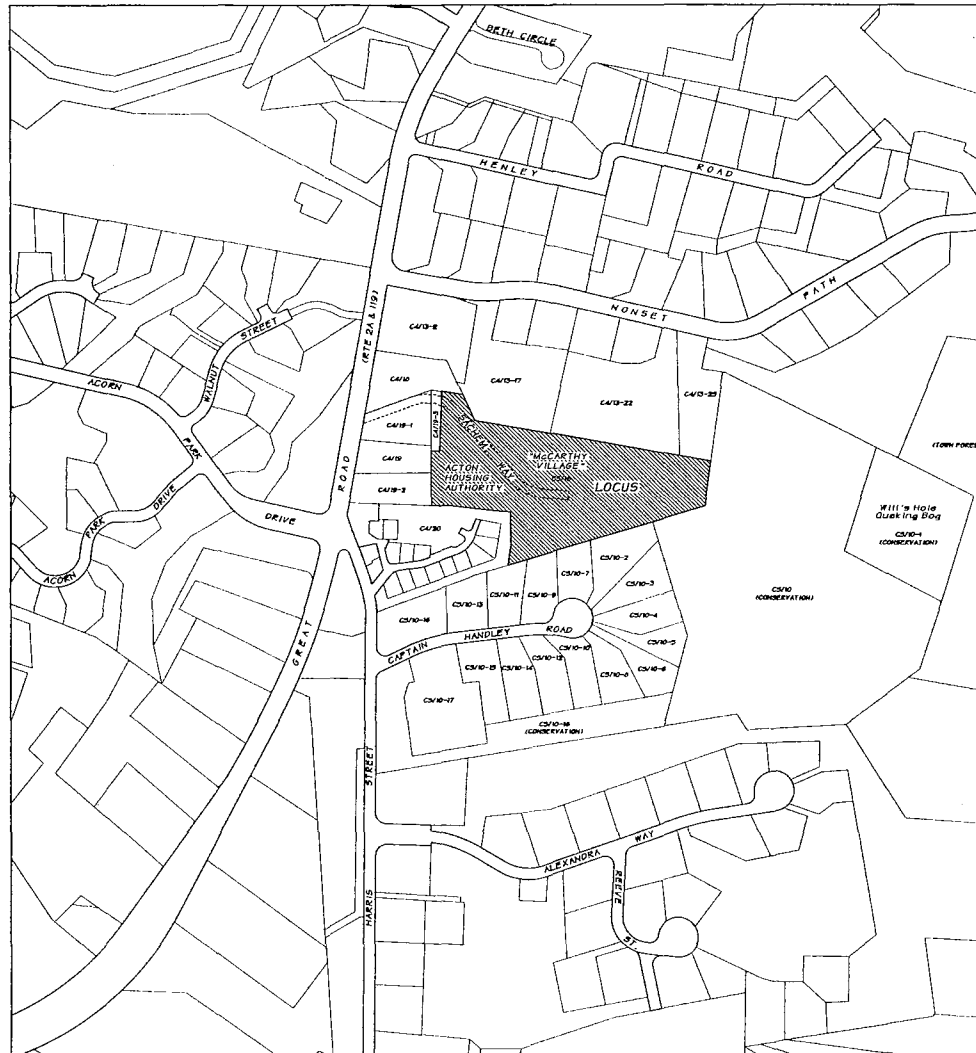
TOTAL SITE AREA = 6.432 ACRES

PUBLIC UTILITIES

MUNICIPAL WATER (ACTON WATER DISTRICT)
KEYSPAN (GAS)
NSTAR ELECTRIC
VERIZON (TELECOM)
COMCAST (TELECOM)

ELEVATION DATUM REFERENCE:

NATIONAL GEODETIC VERTICAL DATUM
OF 1929 (NGVD29)
REFERENCE: MONEL RIVET IN CONCRETE DAM
SOUTH ARM OF NAGOG POND, ELEVATION = 227.74



VICINITY PLAN
SCALE: 1" = 200'

NOTES

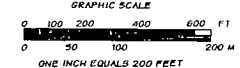
1. SITE IS WITHIN ZONE C OF THE FLOOD INSURANCE RATE MAP FOR ACTON MASSACHUSETTS (AREAS OF MINIMAL FLOODING), REF. F.I.R.M. COMMUNITY PANEL NO. 23016 005 C REVISED JANUARY 6, 1986.
2. THE SITE IS NOT WITHIN AN ESTIMATED HABITAT OF RARE OR ENDANGERED SPECIES AS DEFINED BY THE NATIONAL HERITAGE AND ENDANGERED SPECIES PROGRAM (REF. MASSGIS 3/20/00).
3. THE SITE IS NOT WITHIN A MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION DEFINED "ZONE II" OR INTERIM WELLHEAD PROTECTION AREA (IWPA) OF A PUBLIC WATER SUPPLY (REF. MASSGIS 3/20/00).
4. SITE IS WITHIN TOWN OF ACTON ZONING DISTRICT RESIDENCE A (RA).
5. SITE IS WITHIN TOWN OF ACTON GROUNDWATER PROTECTION DISTRICT ZONE 4.

INDEX

- 1 OF 3 LOCUS PLAN
- 2 OF 3 CONCEPT PLAN 'A'
- 3 OF 3 CONCEPT PLAN 'B'



GRAPHIC SCALE



"McCARTHY VILLAGE II"	
CONCEPTUAL COMPREHENSIVE PERMIT PROJECT ACTON, MASSACHUSETTS	
LOCUS PLAN	
SHEET 1 OF 3	
SITE LOCATION: McCARTHY VILLAGE - SACHEM WAY ACTON, MASSACHUSETTS 01720 ASSESSORS MAP: C5 PARCEL 10	
PREPARED FOR: ACTON HOUSING AUTHORITY 60 WINDSOR AVENUE ACTON, MASSACHUSETTS 01720	
DATE: MARCH 25, 2008	SCALE: AS NOTED
ENGINEERING SURVEYING PLANNING	FORESITE ENGINEERS 10 Glenbrook Road, Suite 11 Storrs, Massachusetts 01773 Phone: (978) 461-2250 Fax: (978) 461-4952 www.foresite.com
COPYRIGHT 2008, FORESITE ENGINEERING ASSOCIATES, INC. 1/03/08/02	

Christine Joyce

From: Lauren Rosenzweig [lsr57@comcast.net]
Sent: Friday, October 17, 2008 11:49 AM
To: Board of Selectmen
Cc: 'Kelley Cronin'; Ken Sghia-Hughes
Subject: RE: Community Preservation Fund Projects

Here's another CPC proposal for your information.

Steve Ledoux-- I don't recall the process we used last year to hear all the proposals. Can we set up a large time slot next meeting for everyone to come in and describe the proposals? We would need to vote decisions right away on whether to have them be moved forward to the Community Preservation Committee—is that correct? Our only other meeting prior to the CPC submission deadline, is Nov. 3rd.

Lauren

From: Kelley Cronin [mailto:kelley@actonhousing.net]
Sent: Friday, October 17, 2008 11:30 AM
To: lsr57@comcast.net
Subject: FW: Community Preservation Fund Projects

Lauren-

Kristin forwarded your e-mail to me. The Acton Housing Authority will be submitting two proposals. The first proposal is for capital funds to replace roofs and hopefully add solar panels for \$150,000 at our senior developments on Windsor Avenue and Sachem Way. The second proposal is for development resources to build 12 additional units at Sachem Way for \$300,000. The CPC must commit a minimum of 10% of their funds for affordable housing which is approximately \$100,000/year. There is \$136,000 left from last years funds for affordable housing and the development dollars could be spread over a couple of years.

The AHA Board would be happy to make a presentation on these two proposals at one of the BOS meetings. Please let me know if you are going to put Town CPC proposals on a future BOS agenda. Thank you.

Sincerely,
Kelley A. Cronin, Executive Director
Acton Housing Authority

From: Kristin Alexander [mailto:kalexander@acton-ma.gov]
Sent: Friday, October 17, 2008 11:03 AM
To: 'Kelley Cronin'
Subject: FW: Community Preservation Fund Projects

FYI

From: Lauren Rosenzweig [mailto:]
Sent: Thursday, October 16, 2008 10:08 PM
To: All Boards and Committees
Cc: Board of Selectmen
Subject: Community Preservation Fund Projects

Please alert the Board of Selectmen of any projects that would be suitable to be part of the Community Preservation funding. Suitable projects would be Open Space, Recreation, Affordable Housing and Historic Preservation. Please take a look at the CPC site on the Acton Town Website for more information. The board

10/17/2008